

**BOARD OF SELECTMEN
MEETING MINUTES
June 2, 2003**

PRESENT: THOMAS C. REYNOLDS JR, CHAIRMAN; BRIAN MCDONALD, SELECTMAN; LEON G. METHOT, SELECTMAN; LAURA PETRAIN, SELECTMAN.

GUEST: Frank Campana, Bob Richards, Chuck Metcalf, Ginger Esenwine, Forrest Esenwine, Chris Hague, Paul Marsh, Dino Quimby, Sherry Butt Dunham, Bob Christensen, Kelly Bumpus.

The Selectmen's Meeting was held at the Town Office Building. Chairman Reynolds commenced the meeting at 6:30 p.m.

Chairman Reynolds asked that everyone stand for the pledge of allegiance.

1. PUBLIC PARTICIPATION

Frank Campana – Mr. Campana asked the Board the status of Burpee cleanup? Chairman Reynolds stated that the Board cannot divulge any information at this time as it is in progress. Mr. Campana asked if there is a time line for completion? Chairman Reynolds stated there is no time line as of yet. Mr. Campana then asked the Board if Mr. Bob Christensen was away on town business last week? Chairman Reynolds stated Mr. Christensen was on town business as approved by the Board. Mr. Campana asked the nature of the business? Chairman Reynolds stated that Mr. Christensen had gone to a conference regarding police accreditation with Chief Rigney. Selectman McDonald stated the officer scheduled to go to the conference was unable to attend due to a birth in the family. Mr. Campana asked if this conference required two people to attend? Selectman McDonald directed Mr. Campana to ask Chief Rigney for information regarding the conference. Mr. Campana stated that Mr. Christensen is newly hired and had the Board's approval to attend the conference, and would like to make sure his tax dollars are being used in the best way possible. Selectman McDonald stated that Chief Rigney requested Mr. Christensen, and because Mr. Christensen had previously worked for the Police Department and was taken from them on short notice he personally felt an obligation to help the Chief out. Mr. Campana asked who paid for the cost of the conference? Chairman Reynolds stated it had been paid by the Police Department. Mr. Campana asked if Mr. Christensen is

currently receiving pay from the Police Department? Selectman McDonald stated that Mr. Christensen is still working for the Police Department one evening a week and receives pay for that.

Chief Bob Richards – Chief Richards stated he would like to discuss the lawn mowing. Chief Richards informed the Board that a spring cleanup had not been done. Also stated that none of the cisterns have been touched. Selectman Petrain stated that she has received a few calls regarding lawn care. Selectman Petrain asked the Board if they are aware that person performing the lawn work has full time job? Chairman Reynolds responded, no, that the Board went with the lowest bid. Selectman Petrain stated that she has received calls regarding the cemeteries. Chairman Reynolds stated that the quality of work is not being performed as stated in the contract. Selectman Petrain requested Mr. Christensen contact the Cemetery Trustees regarding this matter. Mr. Christensen stated there has been no response from Mr. Pierce regarding a letter sent regarding the lawn care.

OLD BUSINESS

Lindsey Lane – Chief Richards stated that the Lindsey Lane cistern still losing water. Stated that wherever the leak is, it is at the 59" level. Stated he will update the Board again in a few weeks.

Lawn Care -

Chairman Reynolds asked Mr. Chuck Metcalf, Chairman of Parks and Recreation, his input on the lawn care. Mr. Metcalf stated that things seem to be going well. Stated at one time he had noticed the grass was a little long and had called and Mr. Pierce and he was down the next day to mow it.

Electrical – Chairman Reynolds asked Selectman Methot the status of the electrical problem? Selectman Methot stated that they have received three quotes. Chairman Reynolds stated he would like to move forward. Selectman Methot stated he will review the quotes and they can discuss it later in the evening.

Safety Complex – Chairman Reynolds asked Mr. Christensen if there is an update on the Safety Complex? Mr. Christensen informed the Board that BOCA now performs commercial reviews. Chairman Reynolds stated that this issue is separate from the Safety Complex and asked if Mr. Christensen had any information regarding the Safety Complex? Mr. Christensen stated that he does not have any updates other than the plan reviews. Mr. Christensen stated that due to existing ordinance, Mr. Everett Stone is recommending the wording be changed so that any plan review larger than one or two residence complex, should be outsourced. Selectman McDonald asked if Mr.

Stone is stating that he cannot issue a building permit for the Safety Complex until and outside company reviews the plans? Mr. Christensen stated that due to Town ordinance, Mr. Stone needs to send plans out for review over a certain size. Chairman Reynolds stated he would like to clarify that commercial planning review information is not for the Safety Complex, but for all commercial review. Selectman McDonald asked Chief Richards if he has seen a building permit on the site of the Safety Complex? Chief Richards responded he had not noticed a building permit. Chairman Reynolds stated they will check on it the following day.

2. PUBLIC HEARING

Chairman Reynolds opened public hearing at 6:59 p.m. for purposes to accept proposed changes to the Personnel Policy. Chairman Reynolds stated that the Town Personnel Policy has been in process of revision. He stated this has been done with the help of the Town Attorney and the Benefit Review Committee.

Selectman Methot asked what the major changes have been? Chairman Reynolds stated that the attorney has made changes to the wording to protect the Town, and the Benefit Review Committee has made changes to update the benefit structure. Chairman Reynolds stated that the Benefit Review Committee has done a great job with the revisions. Selectman McDonald stated a lot of the old Personnel Policy was geared towards Massachusetts, and it needed to be redone. Selectman Methot stated that the computer policy is new. Chairman Reynolds asked for questions from the public. Chief Richards asked if everyone is going to receive a copy? Chairman Reynolds stated that everyone will be receiving a copy. Selectman Methot discussed the possibility of the Administrative Coordinator on the Benefit Review Committee. Mr. Metcalf stated they would like to have the majority of the committee comprised of non-town employees. Selectman McDonald agreed. Chairman Reynolds stated maybe on particular issues they can request his input. Chairman Reynolds again asked for public input. Mr. Metcalf asked why the Town's Personnel Policy requires a public hearing and not the Police Department's Personnel Policy? Chairman Reynolds stated that it is in the Personnel Policy that public hearing is needed for any revisions or changes. Mr. Forrest Esenwine asked to go over vacation time. Selectman Methot read revised vacation time policy. Mr. Esenwine stated he thinks this is more than the vacation time allowed for the public sector. Selectman McDonald stated the Benefit Review Committee did a lot of research on this matter. Chairman Reynolds stated that Town employees generally get paid less than the private sector and they need to give them some reason to stay with the Town. Selectman Methot asked if the Town was now only paying 80% of health insurance. Selectman McDonald stated that the Town is still paying 100%, but the new policy gives the Town the option of a co-

payment in the future if need be. Chairman Reynolds asked for further comments. Selectman McDoanld stated that he agrees with Chairman Reynolds that the Benefit Review Committee did great job. Chairman Reynolds closed public hearing at 7:25 p.m.

Selectman McDonald made a motion to accept the new Town of Weare Personnel Policy. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

The Farmer's Well - Mr. Farmer stated he has an updated proposal from Capital Well with includes excavation work. Stated that Capital Well's proposal is \$265.00 higher than the quote given from another company. Stated he would like Capital Well to do the work. He stated he has used them for many years. Mr. Farmer went on to say that they are not asking the Town for reimbursement for their total out of pocket cost including cost of any fixtures they have replaced over the years. He stated that they have just made new repairs since they last met. Chairman Reynolds stated that both are reputable companies, and is looking at bottom line. Selectman McDonald stated that they have an obligation to the cost, and does not see that the Board is out of line asking to take the lower bid or to pay the difference. Mr. Farmer stated he is willing to pay the difference. Chairman Reynolds instructed Mr. Farmer to have Capital Well bill the town. Chairman Reynolds made motion to approve up to \$6,685.00 for replacement well for The Farmers. Seconded by Selectman Methot. A vote was taken. Motion passed unanimously.

Requests from Treasurer –

Chairman Reynolds stated that there is a request for Microsoft Office upgrade, two ink cartridges, and printer paper. Selectman Petrain stated she is concerned with the issue of supplies because they do not provide supplies for other elected officials. She stated she does not want to open the door to providing supplies. Chairman Reynolds stated that Selectman Petrain raised a good point. Selectman McDonald made a motion to authorize up to \$200.00 to purchase software upgrade, excluding paper and printer supplies. Seconded by Selectman Methot. A vote was taken. Motion passed unanimously.

Chairman Reynolds then addressed letter from treasurer regarding performance bonds. Stated there is a request to change the policy. Selectman Methot stated that this needs to be communicated with the Planning Board. Chairman Reynolds stated he will schedule a public hearing regarding this.

3. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 8:10 p.m. pursuant to the authority granted in RSA 91-A:3 II (c). Seconded by Selectman Methot. A roll call vote was taken. Selectman McDonald – yes; Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Methot, Selectman Petrain, Ms. Donna Meuse, Mr. Bob Christensen, Ms. Kelly Bumpus.

Ms. Donna Meuse, as Welfare Officer, informed the Board that she will be out of town from July 2nd to the 19th. Stated that backup will be needed during this time. Ms. Meuse stated she feels that Selectman Petrain should be backup. She stated that Selectman Petrain knows the job, and is familiar with many of the cases. Selectman Petrain stated she is willing to fill in if the Board is in agreement. Board agreed that Selectman Petrain should fill in while Ms. Meuse is away.

Selectman Methot moved to come out of Nonpublic Session at 8:29 p.m. Seconded by Chairman Reynolds. A roll call vote was taken. Selectman McDonald – yes; Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

Chairman Reynolds made a motion to appoint Selectman Petrain as temporary Welfare Officer from July 2nd to the 19th for Ms. Donna Meuse. Seconded by Selectman Methot. Selectman McDonald stated that he would like to clarify that it is at the request of Ms. Meuse that Selectman Petrain fill in. A vote was taken. Motion passed unanimously.

4. LAKE HORACE LAND OWNERS

Mr. Gene Proper, President of Lake Horace Corporation stated he would like to talk to the Board about lot 71 on Abijah Bridge Road. He informed the Board that they would like to deny boats from entering the lake at that point. He stated the main reason is due to milfoil. Selectman Methot asked if it is Town property. Mr. Proper stated it is. Mr. Proper provided the Board with some pictures to show where some people are launching small boats. Mr. Proper stated that he would like to see something as simple as a couple of boulders to block the area from boat launching. Board had a discussion regarding blocking public from public property. Mr. Forrest Esenwine stated there is an approved boat launch, and that every other part of the lake can be blocked from launching boats. Chairman Reynolds asked Mr. Christensen to see if they could put some boulders in that area to block this section from boat launching. Also requested that Mr. Christensen ask the Police Chief to keep an eye on that area.

Electrical –

The Board discussed proposals for electrical work to be done on the Town Office Building. Selectman Methot informed the Board that the office will need to be closed on the day the work is preformed, or it will need to be done on a weekend on overtime. He also stated that they will need to pay PSNH overtime if done on a weekend. Selectman Methot stated he has spoken with the Police Chief and Chief Rigney stated that as long as he knows ahead of time, he can work from another location. Chairman Reynolds stated that between paying the staff for a day off, and public inconvenience, it would be better to have the work done on a weekend. Chairman Reynolds requested Mr. Christensen obtain references and proof of insurance from Cote Electrical.

Chairman Reynolds made a motion to approve up to \$6,900.00 for Cote Electric to perform electrical work in the quote on a weekend with the proof of insurance and references. Seconded by Selectman Methot. Chairman Reynolds stated the funds are to come out of government building and maintenance capital reserve fund. A vote was taken. Motion passed 3 in favor, 1 abstention (Selectman McDonald).

5. LIBRARY TRUSTEES

The Board met with the Library Trustees regarding request for pay increases. Selectman Methot stated the increase requested is a total of \$15,867.00. Chairman Reynolds stated that he was initially under the impression that it was for next year. He went on to state that they can not find 15 thousand dollars at this time for these raises. Chairman Reynolds stated that it is not to say they can not address something this year, but can not fund requested amount. Selectman Petrain asked Mr. Dino Quimby if there was a percentage used to come to the figure? Mr. Quimby stated that some employees have not had raises in 3 or 4 years. A discussion was held about amount of employees for the library. Selectman McDonald asked if they came with any pay increase requests at budget season? Selectman Petrain stated she would like to see the library employees treated the same as other town employees, and would like to see positions that have not had upgrades for years taken care of. Chairman Reynolds stated he would like to do something for them, but will need to do more research to see if there is anything they will be able to do this year. Selectman Petrain stated she would like to see the library employees get on the pay range scale. Ms. Christine Hague had a discussion with the Board regarding the fact that the library has their own personnel policy, and currently can not adopt the Town's personnel policy due to funding issues. Selectman Methot discussed the possibility of some members of the Library Trustees sitting with the Benefit Review Committee to get a breakdown of positions as they currently stand and desired amount.

6. OLD BUSINESS

Land Swap -

Selectman McDonald discussed a land swap letter regarding property for south fire station. Chairman Reynolds stated they do not have the money to purchase the land. Selectman Methot stated maybe owner can wait to put it on the warrant. Ms. Sherry Butt Dunham asked if the voters have to approve any land purchase? Selectman Methot responded, yes, the Town can not purchase any land without the voters.

No Outlet Signs -

Selectman Methot stated that the Town has a lot of dead end roads. He stated that most roads do not have signs that say, no outlet.

Abijiah Bridge -

Selectman Methot informed the Board that he attended an information sharing meeting. He stated that it was suggested that at the time the Abijiah Bridge is redone, that they have a dam built to keep water in the wet lands when the lake is drained in the Fall. Mr. Forrest Esenwine stated that they might want to contact the Fish and Game Department regarding this. Selectman Methot stated that it could be done at the same time of the bridge is redone.

Trustees of the Trust Funds -

Selectman Methot stated they have received a response from the Trustees of the Trust Funds. Chairman Reynolds stated that Town Counsel is getting a letter together for the Attorney General. Selectman Methot stated that the Trustees have agreed to go along with what the Attorney General decides.

Benefit Review Committee -

Selectman Petrain informed the Board that the Benefit Review Committee met on the previous Thursday, and are still reviewing job descriptions and salary ranges. She stated that they will come to the Board on the 30th.

Stone Building -

Selectman Petrain requested an update regarding the Stone Building. Mr. Christensen stated he has spoken with Ms. Betty Straw who is speaking to contractor, and that they are currently trying to get a quote.

Donations -

Selectman Petrain asked if there is a reason they are holding public hearings for donations separately? Selectman Petrain informed Mr. Christensen that in the past they usually hold hearings a couple of times a year, and accept them all at once. Requested that when they hold them that Mr. Christensen notify the Fire Department incase they have donations to accept.

Safety Complex Security Work -

Selectman Methot stated that he wanted to mention his donation of doing some work at the safety complex and the fact that he will now have to withdraw his offer due to a deadline.

Subdivision Development -

Chairman Reynolds stated that regarding the subdivision on Flanders Memorial Road there will be another hearing on June 12th.

E-mails From Public -

Chairman Reynolds stated he has received several e-mails after the last meeting regarding an exchange between the Chairman of the Trustees of the Trust Funds and Selectman Cook. Chairman Reynolds stated he has said it before, and will say it again that a Selectman does have the right to speak. Stated that going forward, they will try to be more courteous to the speakers. He stated that they are the leaders and role models of the Town. Selectman Methot stated that they need to keep their cool and not bring it to a personal level. Chairman Reynolds stated that he wants people to come in and be able to voice their concerns and also wants people to volunteer for committees.

7. NEW BUSINESS.

Growth Forum -

Selectman McDonald stated he would like to say they did an excellent job with the growth forum. He stated he applauds the Planning Board.

Computer Equipment -

Selectman McDonald stated there is a memo from Mr. Christensen regarding a request for a laser printer, and also a request for new computer. The need was briefly discussed by the Board. Selectman McDonald made a motion to authorize the purchase of laser printer up to \$200.00. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously. Selectman McDonald made a motion to purchase a computer for up to \$1,000.00 with Office software package to come out of the

computer equipment and maintenance fund. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

Selectman Petrain stated they had also received a memo from Ms. Tina Morrison regarding the Tax Collector's and Auditor's computers. Selectman Methot stated that the computers came in and there was a problem with one and the other went to BSMI for software changes. Chairman Reynolds requested Mr. Christensen get information together of all computers replaced and what is still needed and how much is left in the fund.

Insurance Buyout Check -

Selectman McDonald stated they have received memo from Mr. Carl Knapp regarding one of his employees and a request for his insurance buyout check prior to scheduled date. The Board agreed this was fine.

Computer Virus -

Selectman Petrain requested an update regarding the computer virus. Mr. Christensen informed the Board that the software does not work if virus is already in the system. He stated the virus has been found and taken care of. Mr. Christensen went on to state that they have reinstalled downstairs virus protection and will complete upstairs the following day.

Handicap Ramp -

Mr. Christensen stated they have received an estimate for treating the handicap ramp at the Town Office Building. Chairman Reynolds requested Mr. Christensen discuss the issue with Mr. Carl Knapp when he returns from vacation.

Health Insurance Renewal -

The Board had a discussion on health insurance renewal and reviewed cost increases. Chairman Reynolds requested Mr. Christensen find current cost of health insurance. Selectman McDonald made a motion to have the Chairman sign insurance renewal pending cost information. Seconded by Selectman Methot. A vote was taken. Motion passed unanimously.

Manifests -

Chairman Reynolds authorized the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated June 5, 2003. Estimated Accounts Payable – \$118,463.48, Estimated Gross Payrolls - \$17,372.59, for an estimated total of - \$135,836.07. Seconded by Selectman Methot. A vote was taken. Motion passed unanimously.

Chairman Reynolds authorized the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated June 12, 2003. Estimated total - \$200,000.00. Seconded by Selectman Methot. A vote was taken. Motion passed unanimously.

8. PUBLIC PARTICIPATION

Forrest Esenwine – Mr. Esenwine stated he would like this opportunity to thank Selectman Methot for his offer of security work at the Safety Complex. He stated he thinks the gesture should not go unnoticed, and hopes whoever does get the job, follows Selectman Methot's plans so that we are ready for future expansion.

Sherry Butt Dunham – Ms. Butt Dunham stated that she was one of the people who sent Chairman Reynolds a letter regarding how Selectman Cook spoke to Mrs. Gereri. She stated she does not think it is proper to speak to someone like that at a public meeting. Does not want to limit free speech, but would like to see more control. She thinks they should talk to people in a respectful way. Ms. Butt Dunham stated that Selectman Cook is very passionate, and understands that and sometimes we forget about civility. She stated that sometimes Selectman Cook antagonizes people who get up to speak. She stated she thinks he is offending a lot of people and by offending them, is hurting his own political career. Requested the Board try to maintain the decorum of what we expect this Board to be.

Chief Myles Rigney – Chief Rigney stated that the Board seemed to be indecisive on if a public hearing is needed for grants. He stated that last year they lost a grant because it could not be decided if a public hearing is needed. He stated that in doing research years back there was a warrant article permitting Selectmen to accept grants without a public hearing. Selectman Methot stated that he now remembers it was on the warrant some years ago. Chief Rigney then stated that earlier that evening Mr. Campana had asked some questions and he would like to address them. He stated that as you know Mr. Christensen has worked for the police department. He stated that the officer scheduled to go the seminar was out due to a birth in the family, and they were not going to lose a slot on an issue that is beneficial to the entire town. He stated he thinks it is sound management. He stated that questions should have been directed to the Police Department. He stated that if the situation arises again, he will probably be asked to go again.

9. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 9:53 p.m. pursuant to the authority granted in RSA 91-A:3 II (a) and (c). Seconded by Selectman Petrain. A roll call vote was taken. Selectman McDonald – yes;

Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Methot, Selectman Petrain, Ms. Sherry Butt Dunham, Mr. Bob Christensen, Ms. Kelly Bumpus.

Chairman Reynolds moved to come out of Nonpublic Session at 10:28 p.m. Seconded by Selectman Petrain. A roll call vote was taken. Selectman McDonald – yes; Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

Selectman Petrain moved to seal and restrict the minutes of the Nonpublic Session pursuant to the authority granted in RSA 91-A:3 III. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

10. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 10:29 p.m. pursuant to the authority granted in RSA 91-A:3 II (e). Seconded by Selectman Petrain. A roll call vote was taken. Selectman McDonald – yes; Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Methot, Selectman Petrain, Mr. Bob Christensen, Ms. Kelly Bumpus.

Chairman Reynolds moved to come out of Nonpublic Session at 10:35 p.m. Seconded by Selectman Petrain. A roll call vote was taken. Selectman McDonald – yes; Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

Selectman Petrain moved to seal and restrict the minutes of the Nonpublic Session pursuant to the authority granted in RSA 91-A:3 III. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

11. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 10:36 p.m. pursuant to the authority granted in RSA 91-A:3 II (a) and (c). Seconded by Selectman Petrain. A roll call vote was taken. Selectman McDonald – yes;

Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Methot, Selectman Petrain, Mr. Bob Christensen, Ms. Kelly Bumpus.

Chairman Reynolds moved to come out of Nonpublic Session at 11:16 p.m. Seconded by Selectman Petrain. A roll call vote was taken. Selectman McDonald – yes; Selectman Methot – yes; Chairman Reynolds – yes; Selectman Petrain – yes. Motion passed unanimously.

Selectman Petrain moved to seal and restrict the minutes of the Nonpublic Session pursuant to the authority granted in RSA 91-A:3 III. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

Back Taxes –

The Board discussed issue of back taxes owed and the option of ceasing property. Selectman Methot moved to authorize the owners of 732 Concord Stage Road, Lot 13 dispose of trailer and replace it with a double wide trailer. Seconded by Selectman Reynolds. A vote was taken. Motion passed unanimously.

12. ADJOURNMENT

Selectman Methot moved to adjourn at 11:22 p.m. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

A True Record

Kelly Bumpus, Recording Secretary

